

St. James Anglican Church

Vestry Business Meeting Minutes

April 22, 2021

Vestry Members Present via Zoom: Rev. Brian Schulz, Rector, David Chapman, Senior Warden, Bob Kirkland, Jr. Warden, Margie Armstrong, Clerk, Terri Boykin, Cheri Dale, Don Flick, Beverly Lucas, and Marta McLaughlin.

Vestry Members Absent: None

Others present: None

Meeting was called to order at 7:00 PM by Pastor Brian.

I. Opening Prayer and Devotion: Scripture Acts 8:1-8

- a. Why is this such an important passage? The church is having to go outside of Jerusalem because they are being persecuted by Saul. Phillip was preaching. The demons were being released and people who were paralyzed or lame were healed.
- b. In times of persecution, God works within us and allow us some extra grace. Pray that God will use us to be instruments to proclaim the kingdom of God, to heal others, and bring others into the church. Pray that God's grace and the Holy Spirit would be with us as we meet tonight. We pray that our Welcome Back Brunch on May 8, 2021 would be successful and a joyous homecoming for our parish members.

II. Approval of Vestry Minutes 03/18/2021

- a. Motion to approve the March 18, 2021 minutes was made by Don Flick and seconded by Terri Boykin. Motion passed.

III. Finance Committee Report

- a. March 2021 and Fiscal Year to Date 2021 results are shown in the Table below.
- b. For March 2021, income exceeded expenses by \$213. However, income was \$2,686 less than budgeted. Net income's variance from March 21 was **\$4,117**.
- c. Variance Color Codes:
 1. Income Black – positive Variance.
Actual > Budget (i.e., over budget or “to the good”)
 2. Expenses Red – positive Variance.
Actual < Budget – (i.e., under budget or “to the good”)
 3. Net Income Black – positive Variance.
Actual > Budget (i.e., over budget or “to the good”)

St. James Anglican Church Summary of Financial Results March 2021 Month-End And Fiscal Year to Date 1/1/21 – 2/28/21						
March Month-End				Fiscal Year to Date		
	March 21 Actual:	March 21 Budget:	Variance:	Year to Date Actual:	Year to Date Budget:	Variance:
Income	\$51,480	\$54,166	\$ (2,686)	\$127,568	\$162,500	\$ (34,932)
Expenses	\$51,267	\$58,070	\$ (6,803)	\$147,949	\$174,211	\$ (26,262)
Net Income	\$ 213	\$(3,904)	\$ 4,117	\$(20,381)	\$(11,711)	\$ (8,670)
2021 vs. 2020 Results						
	March 21 Actual:	March 20 Actual:	Variance:	Year to Date 21 Actual:	Year to Date 20 Actual:	Variance:
Income:	\$ 51,480	\$62,826	\$(11,346)	\$127,568	\$177,801	\$(50,233)
Expenses:	\$51,267	\$61,118	\$(9,851)	\$147,949	\$171,702	\$(23,753)

Motion was made by Terri Boykin to accept the March 2021 Financial Summary Report from the Finance Committee and seconded by Don Flick. Motion passed.

IV. Building Fund Donation

- We have received a gift of \$63,000 from a parishioner who intends to use the money for a Building Trust in order to purchase a piece of land to build a new church. Money will be invested in a managed fund trust. Parishioner also plans to contribute additional money from his estate when he dies.
- Motion was made by Dave Chapman that the Vestry accepts the gift that was made by a parishioner and will follow the conditions that the parishioner has put forth. The motion was seconded by Terri Boykin. Motion carried.
- A separate restricted account for the Building Trust has been set up. The account number is 3200.

V. Building Lease / Parking Lot Update

- Dave Chapman has sent emails to the property management company about the plastering that needs to be done in the sanctuary and also the

tree that is covering the church sign that needs to be trimmed. But he has not received a reply.

- b. Dave Chapman will go to the property manager's office to visit with the property manager next week.
- c. Parking Lot Update – Dave Chapman, Bill Dunlap, and Myron Steeves met last week. Based on this meeting, they do not feel that we need to give up any of the parking space due to the lease's wording and the city's and landlord's recommendations. Chapman will be scheduling a meeting with the landlord's attorney and the property manager. Dave will send out a memo to the Vestry when the meeting is planned. Vestry members are encouraged to pray for the meeting.

VI. Parish Brunch and Revitalization Summit Planning

- a. Results of the survey - 60% were comfortable without masks.
- b. 30% said maybe they would be ok not wearing masks.
- c. 10% said they would not come to church
- d. Vestry has decided that masks will be optional.
- e. Tables – We have 13 round tables and 10 white round tablecloths. Tables will seat 6 to 8 people.
- f. Table set up – Some tables inside Trane Hall and some will be placed outside. We can use the Sunday School classes. Use coffee bar and other furniture in entrance area.
- g. Vestry will call everyone to encourage them to come to the brunch, and offer rides, if needed. We will start calling next week (April 26). Office staff will prepare the calling lists.
- h. Food – Cheri Dale, suggested that we budget about \$20 per person,
- i. 24 Carrots has an OC Breakfast for \$13.25. It consists of scrambled eggs, Parmesan potatoes, pastry, ham or sausage, and fresh fruit salad.
- j. Music – guitars, students from Vanguard, or ?
- k. Announcements about the Welcome Back Brunch will be made by Vestry members. 4/25 - Margie and Bob; and 5/2 - Cheri and Marta
- l. Use real plates and silverware for serving. Meal will be plated in the Conference room and served by Vestry.

VII. Day of Prayer –

- a. Send comments about the Day of Prayer program to Dave Chapman and Terri Boykin by Monday, April 26.
- b. Day of Prayer will be held on Saturday, May 22, 2021 at St. James.

VIII. Oikos Implementation Plan – Terri Boykin

- a. We have made cards for Oikos and on the back of the cards are the steps for Oikos.
- b. Terri will give the cards to the Vestry on Sunday.
- c. Pastor Brian and Terri made a video to share with the small groups. The video is called "My People."
- d. We will start Oikos with the McLaughlin Small Group.

IX. Music Ministry Vision Statement

- a. Pastor Brian shared a draft of the Music Ministry Vision Statement.
- b. It was suggested to have the church quiet before the service so that people can pray.
- c. Close the doors to the worship area before and during the service so that conversations in the hallway are not heard inside.

X. Sunday Service Plan & Preliminary Survey Results

- a. Starting April 25, we will have one service at 10 am on Sundays
- b. Starting May 1 masks will be optional.
- c. Social distancing will still be in place with the green striped chairs in the back rows.
- d. Front rows will have open seating without the green stripes on the chairs.
- e. Pastor Brian will wear a mask and gloves to pass out communion.

XI. Closing Prayer was given by Don Flick.

The meeting was adjourned at 9:15 pm.

Respectfully submitted,

Margie Armstrong, Clerk of the Vestry

Upcoming Events

**Pastor Brian—Day off moved from Friday, April 30 to Monday, April 26.
Taking Tuesday, April 27 off. April 27 is Pastor Brian's birthday.**

**Vestry meetings: First and Third Thursdays at 7:00 PM each month
Finance Committee meetings: Third Wednesday at 7:00 PM each month**

**Next Vestry meeting: May 20, 2020 at 7:00 PM
Next Finance Committee meeting: May 19, 2020 7:00 PM**

**Parish Brunch and Revitalization Summit, May 8, 2021, 10:00 AM – 1:00 PM
Day of Prayer May 22, 2021 (Day before Pentecost)**